

BUSINESS JUSTIFICATION
Commerce and Insurance
Administrative Division

I. Executive Summary

The Department has identified the Administrative Division for participation in the Voluntary Buyout Program because it sees an opportunity to provide the same level of services and regulation with fewer positions. The Administrative Division includes the Commissioner's Office, Fiscal, Personnel and Legal. We have identified one classification in the Legal Division (Administrative Secretary); one classification in Fiscal (Accounting Tech 1) and one classification in Personnel (HR Analyst 2). All of these were chosen because the duties of these positions can be absorbed by others without significant impact on delivery of services.

II. Business Justification and Assessment

Because the Legal Division can rely upon support from the Regulatory Boards in supporting those attorneys who represent the boards and commissions and upon the support of the Insurance Division in supporting those attorneys who represent the insurance division, we decided that the Legal Division could eliminate two administrative secretary positions. The duties of the administrative secretaries will be absorbed by the remaining support personnel as well as by the support personnel in the divisions for which Legal provides services. In addition, technology continues to improve to allow the attorneys to provide their own support services such as typing and filing. Thus, we are recommending that the classification of Administrative Secretary be included in the Voluntary Buyout Program.

There are twenty-two (22) Administrative Secretary positions department-wide, two of whom are not eligible. Twenty will receive an offer and four total positions will be eliminated from the department. Two (2) Administrative Secretary positions will be eliminated from Legal Section, one (1) will be eliminated from Fire Prevention/Codes Review Section and one (1) from Insurance/Actuarial Section.

The Personnel Division has several positions that perform similar functions. The duties of the HR Analyst 2 can be distributed to that position's supervisor as well as to others in similar positions. Thus, we are recommending that the classification of HR Analyst 2 be included in the Voluntary Buyout Program. There are currently two (2) HR Analyst 2 positions both of which are currently filled by HR Analysts 1s. Both of these incumbents will receive an offer and one position will be eliminated.

The Fiscal Division has three Accounting Tech 1 positions and one Accounting Tech 2 position. The workload for one Accounting Tech 1 can be absorbed by these three remaining positions. The implementation of Edison will also reduce workload. There

are six (6) Accounting Tech 1 positions department-wide. All six (6) will receive offers and one (1) position will be eliminated.

III. Information for F&A Budget

Submit a financial spreadsheet using the attached format. See Department's Recurring Savings spreadsheet.

s/Leslie A. Newman

Leslie A. Newman, Commissioner

5/29/2008

Date

BUSINESS JUSTIFICATION
Department of Commerce and Insurance
Insurance Division

IV. Executive Summary

The Department has identified the Insurance Division for participation in the Voluntary Buyout Program because it sees an opportunity to provide the same level of services and regulation with fewer positions.

V. Business Justification and Assessment

The Insurance Division currently employs two (2) Administrative Secretaries in the Life and Health Part of the Actuarial Services Section of the Division. Only one (1) administrative support position is necessary given the demands of the positions. It is felt that through reassignment of responsibilities, the Insurance Division can lose an existing Administrative Secretary position in this area without substantially affecting the regulation or services currently being provided by the Division.

The Insurance Division's three (3) Accounting Tech 2's currently employed in the Division work in the Financial Affairs Section of the Division. Two (2) of them process surplus lines applications, while the third provides support in reviewing applications for certificates of authority for insurance companies. It is felt that through reassignment of responsibilities to the remaining Accounting Tech 2's, the Insurance Division can lose one of the existing Accounting Tech 2 positions without substantially affecting the regulation or services currently being provided by the Division. There are six (6) Accounting Tech 2 positions department-wide. All six will receive offers and one position will be eliminated.

The Insurance Division currently has four (4) Actuarial Officer positions employed in the Actuarial Services Section of the Division. The Division also has an Executive Administrative Assistant 3 position that was recently vacated which it intended to reclassify to an Actuary Director position to better reflect the organization structure of the Division. The Actuary Director would be a lower class than the Executive Administrative Assistant 3. If the Department is able to do this reclassification, one of the Actuarial Officer positions will no longer be needed in order to provide the same amount of regulation and services currently being provided by the Division. There are four (4) Actuarial Officers, one of whom is ineligible. Offers will be made to three (3) Actuarial Officers and one position will be eliminated.

The Insurance Division currently has four (4) Administrative Services Assistant 4's (ASA4's) who report to the Assistant Commissioner. It is felt that through reassignment of responsibilities to the remaining ASA4's, the Insurance Division can lose an existing Administrative Services Assistant 4 position without substantially affecting the regulation or services currently being provided by the Division. There are four (4) ASA4's, two (2)

of whom are not eligible. Offers will be made to two (2) ASA4's and one position will be eliminated.

As a result, the Department decided that the Administrative Secretary, Accounting Tech 2, Actuarial Officer, and Administrative Services Assistant 4 classes in the Insurance Division be included in the Voluntary Buyout Program.

VI. Information for F&A Budget

Submit a financial spreadsheet using the attached format. See Department's Recurring Cost Savings Spreadsheet.

s/Leslie A. Newman
Leslie A. Newman, Commissioner

5/29/2008
Date

BUSINESS JUSTIFICATION
Commerce and Insurance
Fire Prevention Division

VII. Executive Summary

The Department has identified certain positions that can be streamlined in the Fire Prevention Division while continuing to provide services and regulation. The targeted classifications are Secretary (four positions), Admin Secretary, ASA 2, Manufactured Housing Inspector Supervisor, Manufactured Housing Inspector 2, Clerk 3 (two positions), Fire Safety Specialist Supervisor, Fire Safety Specialist 1. All of these changes are possible because the duties can be absorbed by others or are due to technological advances. The Tennessee Fire and Codes Academy will be covered separately.

II. Business Justification and Assessment

Within the Fire Prevention Division, Bomb and Arson Section, technology upgrades including answering services and computer access and programs have enabled several administrative functions performed by the Fire Prevention Division to be eliminated or centralized. This allows the Division to give the same level of service while streamlining the number of positions.

Secretary – (two positions) The Department has identified the class of Secretary in the Bomb and Arson Unit's Offices in Knox County and Madison County to be offered the voluntary buyout. There is only one position in Knox County and only one in Madison County. The incumbent in each office will receive an offer and the position in each office will be eliminated.

To compensate for the reduction in manpower, the Bomb and Arson Section would centralize the administration requirements normally associated with the outlying Field Offices. All major administrative functions would be carried on at the Nashville Section Office which is co-located with the Nashville Field Office. For the most part, agents maintain their own work files on a laptop computer. The Official Files are maintained in an investigative data base. Original Documents are maintained in the case files at the respective offices by the case agent with copies scanned and stored in the above referenced database. Bomb and Arson currently maintains an answering service that allows office phones to be forwarded 24 hours a day, 7 days a week. The Field Office phones could be forwarded to Nashville or a designated duty agent as necessary. The administration of TIBRS, the reporting system used in law enforcement for the State of Tennessee, would be divided between an agent and other support personnel. This would require training but no additional personnel.

Within the Manufactured Housing Section, the following positions could be eliminated without impeding the ability of the Division to regulate and provide services:

Administrative Services Assistant 2 – Consumer Complaint – This position is responsible for assisting in the resolution of consumer complaints received from manufactured

homeowners. Since the inception of the Installation Program in January 2004, the consumer complaints received annually have steadily declined. While the Manufactured Housing Section plays a vital role in assisting the homeowner in resolving these issues with manufacturers, retailers, and/or installers, this workload can be absorbed by the MHI Supervisor who is currently assisting the ASA 2 with these responsibilities. There are twelve (12) positions in Davidson County, all 12 will receive an offer and one position will be eliminated. There is another ASA 2 position in the Fire Prevention division. However, that position is in Bedford County and will not receive an offer.

Manufactured Home Inspector 2 – East Tennessee Region -- There are eight (8) manufacturing facilities in the East Tennessee Region. All of these facilities are located within a fifty (50) mile radius of Knoxville as are the seven (7) Manufactured Home Inspectors in this area. Although, Tennessee continues to be one of the top three (3) producing states of manufactured homes, one of these positions could be abolished without creating a workload that could not be absorbed by the remaining six (6) Manufactured Home Inspectors in the area. Production levels have decreased over the past few years to a point that allows the IPIA to perform its normal surveillance on a two (2) to three (3) day basis as opposed to a daily basis. Additionally, the geographic location of these plants and the inspector's homes (official station) affords the Section the luxury of being able to cover the plants with a reduction in workforce at this time. There are nine (9) positions in this classification and all 9 will receive an offer. One position will be abolished.

Manufactured Home Inspector Supervisor – East Tennessee Region – There are currently two (2) MHI Supervisor positions within the business unit. One of these positions is assigned to the Nashville Office acting as the coordinator of the State Administrative Agency (consumer complaints, record review, etc.) functions for the Section. The other is assigned to the East Tennessee Region, acting as supervisor for the seven (7) Manufactured Home Inspectors in that area, overseeing their daily activities, assisting in resolution of inspection problems, scheduling plant inspections, etc.) While the elimination of this position could potentially place a hardship on the IPIA/SAA Manager who would have to assume all responsibilities of the Supervisor, the possibility of appointing a "lead" inspector for the area with a pay differential could make it possible to eliminate this position entirely. There is only one (1) MHI Supervisor in Knox County and that position will receive an offer and be eliminated. The offer will not be made to the MHI Supervisor position housed in Nashville.

Within the Code Review Unit of the Fire Prevention Division, the classifications of Secretary, Fire Safety Supervisor and Fire Safety Specialist 1 have been identified.

Secretary – (two positions) -- The Department has identified the classification of Secretary in the Code Review Offices in Knox County and Madison County to be offered the voluntary buyout. There are currently two of these positions in each of the regional offices. Both of the incumbents in each regional office will receive an offer and one position in each office will be eliminated. The workload will be absorbed by the remaining secretary in each regional office and by the support staff in the central office in Nashville. Project Edison and electronic plans review will eventually decrease the need for these support staff as well. The current economy has also lead to fewer reviews this year compared to last year. Therefore, the

Division suggests that the voluntary buyout be offered to the Secretary Classification in the regional offices in Knox County and Madison County.

Fire Safety Supervisor -- Currently, there are four Fire Safety Supervisors with one for each grand division and one for blasting. The blasting supervision will be assigned to the supervisor for that grand division. The two positions in the middle grand division will receive an offer and one position from that grand division will be eliminated.

Fire Safety Specialist 1 -- There are 32 Fire Safety Specialist 1 positions. All 32 will receive an offer and one position will be eliminated. The duties of that one will be absorbed into the remaining 31 with little impact on customer service and public safety. In addition, the remaining persons will be cross trained in blasting as well.

Therefore, the Division suggests that the voluntary buyout be offered to the classifications of Fire Safety Supervisor and Fire Safety Specialist 1 in the Codes Review Unit of the Fire Prevention Division.

Within the Administrative Services Unit of the Fire Prevention Division, the classification of Clerk 3 has been identified.

Clerk 3 – (two positions) -- These positions are responsible for entry of electrical inspection and permit data and maintenance of supplies used to create the deputy electrical inspector's payroll. They are chosen because the current downturn in the economy has reduced the number of documents requiring data entry by 20% from the same period last year. The work will be absorbed by our licensing technicians. When the economy improves, or if the work cannot be absorbed by remaining staff, the Clerk III duties would be more readily learned by temporary staff than duties performed by licensing technicians. There are twelve (12) Clerk 3 positions, two (2) of whom are ineligible. The offer will be made to ten (10) positions and two (2) will be eliminated.

As a result, we decided that the above described classifications in the Fire Prevention Division be included in the Voluntary Buyout Program.

Information for F&A Budget

Submit a financial spreadsheet using the attached format.

See the Department's Recurring Savings spreadsheet.

SIGNATURE AND DATE LINE FOR APPOINTING AUTHORITY OR DESIGNEE.

s/Leslie A. Newman
Leslie A. Newman, Commissioner

5/29/2008
Date

BUSINESS JUSTIFICATION
Commerce and Insurance
TennCare Division

VIII. Executive Summary

The Department has identified the TennCare Division for participation in the Voluntary Buyout Program because it sees an opportunity to provide the same level of services and regulation with fewer positions. Within the TennCare Division, we have selected the job classification of TennCare Examination Manager within the Examinations Unit. (This offer will not be made to the TennCare Examinations Manager within the Compliance Unit.) The work done by the Examinations Unit will see a decrease in demand for service while the demand for services within the Compliance Unit is anticipated to remain steady.

IX. Business Justification and Assessment

This reduction would result in one manager being left in the Examination Section and one left in the Compliance Section. The Examinations Director and the remaining Examinations Manager in the Examinations Section would share the job duties previously performed by the other manager. One of the qualifications for the TennCare Examinations Manager (Job Title: Compliance Manger) in the Division's Compliance Section is that the person is a licensed attorney. The job duties performed by the Examinations Manager in the Compliance Section are significantly different from those performed by the Examination Managers in the Examination Section. Thus, we must limit the offer of the Voluntary Buyout to those Examination Managers working in the Examination Section, who are licensed CPAs, and not to the one Examinations Manager working in the Compliance Section who has a law degree. Thus, the offer will be made to two incumbents and one position will be eliminated.

X. Information for F&A Budget

See Department's Recurring Savings spreadsheet.

s/Leslie A. Newman
Leslie A. Newman, Commissioner

5/29/2008
Date

BUSINESS JUSTIFICATION
Department of Commerce and Insurance
Securities Division

XI. Executive Summary

The Department has identified the Securities Division for participation in the Voluntary Buyout Program because it sees an opportunity to provide the same level of services and regulation with fewer positions. We have identified the classifications of Administrative Services Assistant 3 and Securities Exam Supervisor.

XII. Business Justification and Assessment

The Securities Division has three (3) administrative support positions reporting to the Assistant Commissioner. Only two (2) administrative support positions are necessary given the demands of the positions. Further, the demands of the positions are such that they can be efficiently done by the Executive Secretary 1 position which is currently vacant, instead of needing an Administrative Services Assistant 3. Those duties which cannot be performed by the Executive Secretary 1 will then be assigned to the Administrative Services Assistant 4 who currently reports to the Assistant Commissioner. As such, the Department proposes to offer the Voluntary Buyout Program to the Administrative Services Assistant 3 position as long as the Department is allowed to upgrade the vacant Executive Secretary I position to an Executive Secretary 3 position and fill it. There are two (2) incumbents in the Administrative Services Assistant 3 position in the Securities Division. Offers will be made to both and one (1) position will be eliminated.

The Securities Division has three (3) Securities Exam Supervisor positions reporting to the Assistant Commissioner. Given the overall size of the Securities Division, the Department believes that there are advantages in restructuring the lines of reporting so that only two (2) Securities Exam Supervisors are necessary. There are three (3) Securities Exam Supervisors, all of whom will receive an offer. One (1) position will be eliminated.

As a result, the Department decided that the Administrative Services Assistant 3 and Securities Exam Supervisor classes in the Securities Division be included in the Voluntary Buyout Program.

XIII. Information for F&A Budget

Submit a financial spreadsheet using the attached format. See Department's Recurring Cost Savings Spreadsheet.

s/Leslie A. Newman

Leslie A. Newman, Commissioner

5/29/2008

Date

BUSINESS JUSTIFICATION
Commerce and Insurance
Tennessee Fire Service and Codes Academy

XIV. Executive Summary

We have identified the positions of Room Clerk, ASA 3, Electronics Technician, Facilities Administrator 1, Info Res Supp Spec 4, Fire Service Inspector 2 and Fire Service Instructor Supervisor at the Tennessee Fire Service & Codes Enforcement Academy, which can be consolidated and streamlined. The current workload does not justify the Info Rec Supp Spec 4, the amount of purchasing needed has decreased reducing the need for the ASA 3, the duties of the Electronics Tech will be absorbed by clerical staff, the supervisor and the Facilities Maintenance division. The duties of the Room Clerk and the Facilities Administrator will be absorbed by others. The duties of the Fire Service Instructor 2 and Fire Service Instructor Supervisor can be absorbed by others. The Tennessee Fire Service & Codes Enforcement Academy is located in Bedford County and all offers will be limited to positions located in Bedford County.

II. Business Justification and Assessment

Information Rec Support Spec 4 – This position was established at the opening of the Academy. Operational start-up required extensive work to make all connections functional and ensure correct performance. Since this time, the need for a full-time position for IS support has diminished. The work load for this position presently does not make full usage of the position.

The Supervisor of Codes Resident Instructors serves as the backup for this position and performs these duties during any absence of the Spec 4. Combined with support from C&I Information Services, the Supervisor of Codes Resident Instructors will absorb the operations of this position.

As a result, we have decided that the Information Rec Support Spec 4 classifications at the TN Fire Service & Codes Enforcement Academy be included in the Voluntary Buyout Program. There is one position and it will be offered to that person.

ASA 3 Position (Business Services Coordinator) – This position was created during start-up of Academy operations. Many items were required to be purchased in order for the Academy to become functional. As operations matured, the amount of purchasing required has been reduced.

The work performed in this position will be absorbed within the Facility Maintenance section by the Administrative Assistant 1 position.

As a result, we have decided that this Administrative Services Assistant 3 classification at the TN Fire Service & Codes Enforcement Academy be included as one (1) position in the Voluntary

Buyout Program. There are five (5) positions in that classification in Bedford County and the offer will be made to all five (5) incumbents and one (1) position will be eliminated.

Electronics Technician – This position was created to maintain the operational readiness of all audio visual equipment required in the performance of the mission of the Academy. Over time, the need for this position has not materialized for the A/V resources originally planned.

The duties and responsibilities of this position presently are copying/duplication of student handbooks, manuals and course materials. This position also provides any maintenance of audio visual equipment that is occasionally required.

These duties and responsibilities will be absorbed by those individuals in program clerical positions and by the Supervisor of Codes Resident Instructors who currently serves as the back-up for this position. Additionally, the Facility Maintenance section has qualified electrical technicians to support any requirements as needed.

As a result, we have decided that the Electronics Technician 1 classification at the Tennessee Fire Service & Codes Enforcement Academy be included in the Voluntary Buyout Program. There is only one position in that classification at the Academy.

Room Clerk – The duties and responsibilities of this position are in the area of registration and accommodating the arrival of students on campus who have registered for classes, their assignment of accommodations during their stay, and meeting their needs while a student at the Academy. These duties and responsibilities will be absorbed primarily by the Food Services Manager and by other support staff members during periods of time when the Food Services Manager needs assistance with checking in students.

As a result, we have decided that the Room Clerk classification at the Tennessee Fire Service & Codes Enforcement Academy be included in the Voluntary Buyout Program. There is only one position in that classification at the Academy.

Facilities Administrator 1 - This position was created during construction of the Academy. The position served as project construction coordinator for the Fire Marshall's office. Following completion of construction, the position was assigned to serve as the Facilities Support Manager. Currently, this position provides daily oversight of the work schedule of purchasing, inventory, receiving and other activities of the facility section.

The duties and responsibilities of this position will be absorbed by the Facilities Maintenance Supervisor and the Academy Executive Director.

As a result, we have decided that the Facilities Administrator 1 classification at the Tennessee Fire Service & Codes Enforcement Academy be included in the Voluntary Buyout Program. There is only one position in that classification at the Academy.

Fire Service Instructor 2 – There are eight Fire Service Instructor 2 positions at Tennessee Fire Service & Codes Enforcement Academy but only three of these are located in

Bedford County. The three (3) incumbents located in Bedford County will receive an offer and one position of those three (3) positions will be eliminated.

The number of Fire Services courses attended and requested at Tennessee Fire Service & Codes Enforcement Academy has decreased over the past year decreasing the workload. In addition, the duties of the instructors can be absorbed by other instructors. These positions were established at the opening of the Academy. These instructional positions are not only responsible for instruction, but also for coordination of geographic regions and/or subject matter areas. A reduction in regional fire service hours allows for reorganization of the geographic regions to permit this reduction and reassignment of job duties and responsibilities to the remaining Fire Service Instructor II positions.

As a result, we have decided that the Fire Service Instructor 2 at Tennessee Fire Service & Codes Enforcement Academy be included in the Voluntary Buyout Program.

Fire Service Instructor Supervisor – There are two Fire Service Instructor Supervisors and two Codes Instructor Supervisors at Tennessee Fire Service & Codes Enforcement Academy. The two (2) Fire Service Instructor Supervisors will receive an offer and one will be eliminated. The instructional duties of one Fire Service Instructor Supervisor can be absorbed by the other and the administrative duties can also be absorbed by the two Codes Instructor Supervisors. The decrease in the number of fire service courses attended and requested over the past year have also decreased the workload of this supervisor.

As a result, we have decided that the Fire Service Instructor Supervisor at Tennessee Fire Service & Codes Enforcement Academy be included in the Voluntary Buyout Program.

XV. Information for F&A Budget

See Department's Recurring Savings spreadsheet.

s/Leslie A. Newman

Leslie A. Newman, Commissioner

5/29/2008

Date

BUSINESS JUSTIFICATION
Commerce and Insurance
Division of Regulatory Boards

XVI. Executive Summary

The Division of Regulatory Boards has identified the following positions because the duties of these positions can be absorbed by similar positions: Administrative Director RB 1, Administrative Assistant RB 1, Administrative Services Assistant 4, and Regulatory Board Investigator

XVII. Business Justification and Assessment

The Division of Regulatory Boards is currently restructuring the administrative support allocation to ten (10) small regulatory boards or Commissioner-run programs to more effectively and efficiently deliver services. Currently, there are four (4) filled and one (1) vacant Administrative Director RB1 positions serving these ten (10) programs. We believe that we can effectively serve these programs by reducing the number of Administrative Director positions by one (1) position and redistributing the work responsibilities among the existing staff. There are four (4) Administrative Directors, two (2) of whom are ineligible. Two Administrative Directors will be given an offer and one position will be eliminated.

Additionally, we believe that as part of the reorganization that we can reduce the Regulatory Board administrative section by one Administrative Assistant Regulatory Board 1 (AARB1). We believe the existing staff can be cross-trained effectively to support these programs. Currently, individual staff members are assigned to specific boards and we believe we can more effectively and efficiently deliver the necessary services by pooling the administrative resources across the boards and Commissioner-run programs. There are currently twenty-two (22) AARB1's. All 22 will receive an offer and one position will be eliminated.

The Division can also absorb the reduction of one (1) Administrative Services Assistant 4 (ASA4) position in the TN Real Estate Commission (TREC), which currently serves as the statutorily mandated position of education director. We believe the statutory position and its duties can more efficiently be performed by combining the duties with an Administrative Director 2 position currently assigned to TREC. The division has three (3) ASA4's, one of whom is ineligible. Two of the ASA4s will receive an offer and one position will be abolished.

An additional reduction can be sustained in the Regulatory Board Investigations Section. Our Regulatory Board Investigators are stationed from the home locations and assigned to one of the three Grand Divisions. Our current staffing is over-represented in the Middle Grand Division and under-represented in the East Grand Division. We believe that we can reduce by one (1) Regulatory Board Investigator position in Middle Tennessee and continue to provide sufficient coverage by redistributing work load. There are seventeen (17) Regulatory Board Investigators housed in Middle Grand Division. All seventeen (17) will receive an offer and one position in the Middle Grand Division will be eliminated.

As a result, we decided that the Administrative Director RB 1, Administrative Assistant RB 1, Administrative Services Assistant 4, and Regulatory Board Investigator classes in the Division of Regulatory Boards be included in the Voluntary Buyout Program.

XVIII. Information for F&A Budget

See Department's Recurring Savings Spreadsheet. In addition, please note that the reduction of these four Regulatory Board positions will allow us to transfer up to five additional positions that are currently budgeted, filled and assigned to the Insurance Division and Fire Prevention Division that are direct support for departmental administration functions. We believe that the distribution of work for these five positions will change in the next fiscal year and be more properly allocated to the Division of Regulatory Boards. We believe that with the reduction of the four positions in Regulatory Boards, the transfer of these five positions will keep the Regulatory Board Division within the dedicated revenue projections for FY 2008-09 and allow for a net recurring savings of \$242,400 in the Insurance (335.02) and Fire Prevention (335.03) divisions of funds that could revert to the General Fund.

s/Leslie A. Newman

Leslie A. Newman, Commissioner

5/29/2008

Date

BUSINESS JUSTIFICATION
Commerce and Insurance
Tennessee Law Enforcement Training Academy

XIX. Executive Summary

The Tennessee Law Enforcement Training Academy has identified the position of Law Enforcement Training Instructor because the duties can be absorbed by other staff. TLETA is located in Davidson County.

XX. Business Justification and Assessment

TLETA has identified the position of Law Enforcement Training Instructor. TLETA can distribute the instructional duties performed among eight remaining instructors. Management will also absorb some of the responsibilities for the firing range and the driving track. In addition, TLETA can obtain some instruction from other sources. Therefore, TLETA recommends that Law Enforcement Training Instructor be included in the Voluntary Buy-Out. There are eight (8) incumbents. All eight (8) will receive an offer and one (1) position will be eliminated.

XXI. Information for F&A Budget

See the Department's Recurring Cost Savings spreadsheet.

s/Leslie A. Newman
Leslie A. Newman, Commissioner

5/29/2008
Date